



# DEVIATION REQUEST APPLICATION

Updated  
September 2019

**Physical Address:**

Auburn City Hall Annex, 2<sup>nd</sup> Floor  
1 East Main Street

**Mailing Address:**

25 West Main Street  
Auburn, WA 98001-4998

**Webpage & Application Submittal:**

[www.auburnwa.gov](http://www.auburnwa.gov)  
[applications@auburnwa.gov](mailto:applications@auburnwa.gov)

**Phone and Email:**

Phone: 253-931-3090  
[permitcenter@auburnwa.gov](mailto:permitcenter@auburnwa.gov)

## DEVIATION FROM STANDARDS

Request to deviate from the following design elements (*please check all that apply*):

- ☐ Water    ☐ Sanitary Sewer    ☐ Storm    ☐ Transportation  
☐ Construction Standards    ☐ Standard Details    ☐ Other

## PROJECT INFORMATION

Project Name: \_\_\_\_\_ Date: \_\_\_\_\_

Project Address: \_\_\_\_\_ Zip: \_\_\_\_\_

Parcel No(s): \_\_\_\_\_

Project Number

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Related Applications

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## ENGINEER

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Received

## OWNER

Name: \_\_\_\_\_ ☐ Individual    ☐ Corporation    ☐ Partnership    ☐ LLC

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## APPLICANT

☐ Owner    ☐ Owner Agent    ☐ Contractor    ☐ Engineer    ☐ Architect    ☐ Other: \_\_\_\_\_

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

I certify that I have read this application and declare under penalty of perjury that the information contained herein is correct and complete. I am either the owner of the property on this permit application or I represent the owner as signified above and am acting with the owner's full knowledge and consent.

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

## BACKGROUND

The current City of Auburn Design Standards, Surface Water Management Manual, and Engineering Construction Standards should be used when designing a development project within the City of Auburn. In special cases, City standards may not best address a particular engineering application. In these instances, a design deviation from the City's standards may be requested from the City Engineer. All such requests shall include applicable engineering justification for the deviation. Deviation requests and supporting justification must be sealed by a licensed professional civil engineer.

It is recommended that prior to submitting an application for a deviation you consult with a Development Review Engineer to discuss your proposal. Please contact the City of Auburn Community Development main line at (253) 931-3090 and ask to speak to someone from Development for more information.

## INSTRUCTIONS

Please attach a Deviation Request Letter. The letter should include a reference to the applicable section(s) of the Design Standards, Engineering Construction Standards, or Surface Water Management Manual the applicant is requesting to deviate from.

The letter will also require detailed supporting justification for the design element deviation proposal for each of the following criteria outlined in Section 1.04 of the City of Auburn Design Standards:

1. Functional intent
2. Safety factors
3. Operational concerns
4. Maintenance concerns
5. Liability concerns
6. Capabilities and/or efficiencies
7. The design life, historical performance, and durability
8. The aesthetic and visual impacts
9. The cost effectiveness and availability of any replacement components or materials
10. Consistency with the spirit and purpose of the corresponding City design standard
11. Demonstration that the environment will not be adversely affected
12. Supported by published industry standards

The letter should include any maps, photos, drawings, or exhibits as necessary to support the above justification and be sealed by a licensed professional civil engineer.

If a deviation to more than one standard is being requested, each deviation should be numbered, listed, and justified by the above criteria separately. Multiple deviation requests can be included under a single application, however each deviation requested has an review fee of \$268.00.

## DECISIONS

In accordance with 1.04 of the City of Auburn Design Standards, the City Engineer will evaluate the deviation request and notify the applicant of the decision within fifteen (15) working days of the receipt of a complete deviation request.

## SURFACE WATER MANAGEMENT MANUAL DEVIATIONS

Note that any request for deviation of any of the Minimum Requirements of the Surface Water Management Manual will be reviewed through a different process than the above. These requests are required to be submitted and reviewed in accordance with ACC 13.48.226 and will require a public notice period. Please reference ACC 13.48.226 and Section 1.04.2 of the City of Auburn Design Standards for more information about this process.